



Meeting title	MINUTES– User Group meeting (8) Introduction to Rob McDonald Control Room Reflection on RIIO-T1 Regulatory tool-kit RIIO-T2 Business Plan – Emerging Thinking Outputs and Outcomes
Date / Time/ Location	5 February 2018 - 10.00am – 5.30pm SSE, Perth – The Board Room

Attendees User Group panel;	
Tracey Barlow (TB)	User Group Chair
Wendy Barbour (WB)	User Group panel member - Supplier
Graeme Stewart (GS)	User Group panel member – DNO
Professor Gareth Harrison (GH)	User Group panel member - Innovation
Niall Stuart (NS)	User Group panel member – Generator
Doug McAdam (DM)	User Group panel member – Environment and Stakeholder
Julian Leslie (JL)	User Group panel member – ESO
Geoff Aitkenhead (GA)	User Group panel member – Asset Management
Jenna Black (JB)	User Group Secretariat
Attendees to User Group;	
Rob McDonald (RMC)	Managing Director of SHE Transmission
Tony Scott (TS)	RIIO-T2 Project Director
Dave McKay (DMc)	Director of Operations – SHE Transmission (Control Room visit)
Aileen McLeod (AMc)	Head of Business Planning and Performance
Maz Alkirwi (MA) – apologies	Director of Finance – SSEN
Sam Torrance (ST)	Regulation Analyst
Sara McGonigle (SMc)	Senior Manager for RIIO-T2
Danny McMillan (DMcM)	Transmission Portfolio Manager
Amir Aziz (AA)	Senior Portfolio Analyst
Angus Coutie (AC)	SHE Transmission Control Manager (Control Room visit)
Hannah Cummins (HC)	Regulatory Economist

Minutes	
10.00am – 10.30am	
<ul style="list-style-type: none"> • Welcome • Housekeeping • Agenda • Challenge Group request for information re Core View 	<p>Hannah recapped timelines relating to the core view work.</p> <p>Reminder of CCG requirements.</p> <p>Next steps – Working group meeting with CCG on 12.02.19.</p>
10.30am – 11.00am	
<ul style="list-style-type: none"> • Introduction to Rob McDonald <ul style="list-style-type: none"> ○ Overview of RIIO and highlights ○ Internal governance and team structure 	<p>Introduction to Rob McDonald.</p> <p>Overview of RIIO and highlights.</p> <p>RIIO-T1 performance.</p> <p>Rob introduced the new T2 team structure.</p>
11.00am – 12noon	Control Room Visit
Control Room Visit	Dave McKay Angus Coutie
12noon – 12.20pm	
<ul style="list-style-type: none"> • Reflection on RIIO-T1 and key points for RIIO-T2 	<p>Dave McKay and Tony Scott – open discussion around T1 and points for T2 covering;</p> <p>Capex - T1 key points</p> <p>Going forward</p> <p>Lessons learned</p>
12.20pm– 1.15pm	+ WORKING LUNCH
<ul style="list-style-type: none"> • RIIO-T1 Performance update (pre-read) <ul style="list-style-type: none"> ○ Include RIIO-T1 Uncertainty Mechanisms 	<p>Danny McMillan Amir Aziz Sam Torrance Sara McGonigle / Aileen McLeod</p> <p>The User Group split into smaller groups and were taken through;</p> <ul style="list-style-type: none"> • RIIO-T1 summary based on RRP Submission 17/18, • Performance Metrics, • SHE Transmission connected/contracted generation, • Sole use/shared use infrastructure based on 17/18 RRP submission non-load related expenditure based on 17/18 RRP submission
1.15pm – 2.15pm	

<ul style="list-style-type: none"> Regulatory tool kit 	Aileen took the group through the Regulatory tool kit.
2.15pm – 3.30pm	
<ul style="list-style-type: none"> RIIO-T2 Business Plan “Emerging Thinking” 	Aileen McLeod
3.30pm – 3.45pm	BREAK
3.45pm – 4.15pm	
<ul style="list-style-type: none"> Outputs and Outcomes 	Danny McMillan Sara McGonigle
4.15pm – 5.30pm	
<p>User Group closed discussion</p> <ul style="list-style-type: none"> Re-cap Minutes from the last meeting (4,5December '18) CAS/CAB guest to User Group in April Challenge log and responses Overview Additional 2019 UG dates Close 	Tracey Barlow Re-cap.